

**Otford Parish Council**  
**The School House, 21 High Street, Otford, Kent, TN14 5PG**

Tuesday 2<sup>nd</sup> May 2017

To Members of the Council

You are hereby summoned to attend the Annual Meeting of 2017 of Otford Parish Council at Otford Village Memorial Hall on Monday 8th May at 7.30pm for the purpose of transacting the following business

..... Clerk to the Council

Members of the public and press are warmly invited to attend

There will be a 10 minute Public Forum before the meeting and further representations from the public at the Chairman's discretion during the meeting

AGENDA

1. Apologies for absence.
2. To elect a Chairman for the forthcoming year
3. To receive the Chairman's declaration of office
4. To elect a Vice Chairman for the following year
5. Declarations of Interest not previously declared
- 6 To appoint Committees for the forthcoming year
7. To receive, approve and sign the minutes of the full Council Meeting held 10<sup>th</sup> April 2017
8. Matters arising from the last minutes.
9. Councillors reports
10. District Councillors report
11. Kent County Councillors report
12. Chairman's Report

### 13. Correspondence

Press release from SDC re Greater recognition for Sevenoaks heritage sites

Press release from SDC re Financial innovation awards

### 14. Reports from Committees

#### A. Finance & General Purposes

- a. To receive the report of the Committee meeting held 2.5.17
- b. To receive the Chairman's report
- c. To approve orders for payment (circulated).
- d. To receive and agree any recommendations
- e. Copy from Came & Company of Council Matters (Committee to note).

#### B. Environment & Recreation

- a. To receive the Chairman's report
- b. To receive and agree any recommendations
- c. Copy from CPRE of Countryside Voice Magazine (Committee to note).

#### C. Planning

- a. To receive the report of the Planning Committee meeting held 26.4.17
- b. To receive the Chairman's report
- c. To receive and agree any recommendations

#### D. Amenities (Highways & Services)

- a. To receive the Chairman's report
- b. To receive and agree any recommendations
- c. E-mail from resident re replacement bus shelters (Committee to note).

#### KALC/NALC/SLCC

11. To note date of next meeting as 12.6.17 at 7.30pm